MPIC/TSG/RED-249/70 12 October 1970

MEMORANDUM FOR: Chief, Technical Services Group, NPIC

SUBJECT

25X1

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Research & Engineering Division

Travel Situation

1. RED originally requested, and justified in detail, a travel for FY-71. In July, this figure was reduced to budget of for FY-71. In July, this figure was reduced to by C/TSG. In August, it was further reduced to by PPS/TSG. During the months of July and August, RED was unknowingly spending against an assumed budget which was higher than actual, or ultimately allocated -- we obviously overran. per month vice the RED has attempted to adjust its travel to the new budget and has cancelled numerous trips and conferences, shifted monitoring trips from a one-month to a two-month cycle, and attempted to avoid dual travel except where absolutely essential. Toward this end, a detailed projection of all Division travel through November was made and then drastically scaled down to meet the new budgetary restrictions. There is no "fat" in this projection and no latitude for changing circumstances or for emergencies -- some of which have already occurred. It is now readily apparent that RED cannot continue to adequately carry out its responsibilities within the limitation of this budget. In coming to this conclusion, the following factors must be considered:

- a. We currently have an unusually high--related to our past history--number of west coast contracts, with more contemplated. This greatly escalates travel costs--by a factor of about 5-to-2 over equivalent east coast contracts.
- b. We have increased our staff.

  are both recent arrivals.

  report for permanent duty in March. This represents a
  10% increase in the people who travel.
- c. A new acquisition system is nearing completion and this necessitates extensive travel by the majority of it to the west coast. We had originally anticipated that this activity would "slack off" during the third and fourth quarters; however, delays to the system would now appear to minimize any savings in this area. We cannot prudently cancel his attendance at these program review meetings; the risk of lost or misunderstood communications is too real and the penalty we would pay is too great.

GNOUP 1 Excluded from automatic downgrading and declassification

**Declass Review by** 

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NPIC/TSG/RED-249/70

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